

Steps Required to Obtain Licenses and Certifications NP/PA/CNM

This document is to be used as a guide to assist Nurse Practitioners, Physician Assistants, and Certified Nurse Midwives through the process of obtaining and maintaining required certifications and licensures prior to the start of their employment at UW Health. Newly hired Advanced Practice Providers are not eligible for reimbursement of expenses incurred for licenses and certifications. This also applies to existing UW Health employees new to an APP role.

Nurse Practitioners (NP):

New Graduate		Current NP	
In State or Relocating to Wisconsin		Relocating to Wisconsin	From Wisconsin
<ol style="list-style-type: none"> If out of state, simultaneously apply for WI RN license and WI APNP license. If in state, apply for WI APNP license and maintain WI RN license. Schedule and complete your boards to obtain national certification Once you receive your WI APNP license #, apply for a DEA license (Note: New graduates may not receive their DEA license prior to their start date) Refer to materials included in Medical Staff documents regarding how to obtain a National Provider Identifier (NPI) number. Notify your Hiring Manager if you need an NPI number 		<ol style="list-style-type: none"> Simultaneously apply for WI RN license and WI APNP license Once you receive your WI APNP license #, update your DEA Registration with new address and practice location Provide your NPI Number to your Hiring Manager 	<ol style="list-style-type: none"> Maintain your WI RN license and WI APNP license Update your DEA Registration with new practice location and address, if changed Provide your NPI Number to your Hiring Manager

Physician Assistants (PA):

New Graduate		Current PA	
In State or Relocating to Wisconsin		Relocating to Wisconsin	From Wisconsin
<ol style="list-style-type: none"> Apply for WI PA license Schedule and complete your boards to obtain national certification Once you receive your WI PA license #, apply for a DEA license (Note: New graduates may not receive their DEA license prior to their start date) Refer to materials included in Medical Staff documents regarding how to obtain a National Provider Identifier (NPI) number. Notify your Hiring Manager if you need an NPI number 		<ol style="list-style-type: none"> Apply for WI PA license Once you receive your WI PA license #, update your DEA Registration with new address and practice location Provide your NPI Number to your Hiring Manager 	<ol style="list-style-type: none"> Maintain your WI PA license Update your DEA Registration with new practice location and address, if changed Provide your NPI Number to your Hiring Manager

Certified Nurse Midwives (CNM):

New Graduate		Current PA	
In State or Relocating to Wisconsin		Relocating to Wisconsin	From Wisconsin
<ol style="list-style-type: none"> If out of state, simultaneously apply for WI RN license, WI APNP license, and WI Nurse Midwife license. If in state, apply for WI APNP license, WI Nurse Midwife license, and maintain WI RN license Schedule and complete your boards to obtain national certification Refer to materials included in Medical Staff documents regarding how to obtain a National Provider Identifier (NPI) number. Notify your Hiring Manager if you need an NPI number 		<ol style="list-style-type: none"> Simultaneously apply for WI RN license, WI APNP license, and WI Nurse Midwife license Provide your NPI Number to your Hiring Manager 	<ol style="list-style-type: none"> Maintain your WI RN license, WI APNP license, and WI Nurse Midwife license Provide your NPI Number to your Hiring Manager